

Standards Committee



Claire Sinay, Chair

Tuesday, January 12, 2010
9:00 am to 11:00 am
Care Directions
1366 East Thomas Road, Phoenix
Second Floor, Room 208

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Meeting Minutes

Committee Members *AT: Attended AB: Absent EX: Excused ALT: Alternate Present*

AT	Eric Moore	AT	Claire Sinay	AT	Dr. Colin Sheffield	AT	Debby Elliott <i>alt: Philip Seeger</i>
AT	Deborah Frusciano <i>alt: Kimberley Bickes</i>	AT	Larry Stähli	AT	Randall Furrow		

Guests

Dr. Yvonne Patterson

Administrative Agent Staff

Carmen Hair Kenneth Leighton-Boster

Support Staff: John Sapero

Welcome, introductions and declarations of any conflicts-of-interest

Claire Sinay called the meeting to order and welcomed the attendees. Everyone introduced him/her self and declared any conflicts-of-interest.

Determination of quorum

Quorum was established with five of seven members in attendance at 9:05 am.

Review of the meeting minutes and action items from prior meetings

The committee silently reviewed summary minutes from the December 8, 2009 meeting. No corrections were voiced.

Administrative Agent update

Kenneth Leighton-Boster discussed:

- The four-page supplemental Part A application is in the final stages of review. This supplement will account for one-third of the total grant score
- The MAI application is in the process of being completed
- Provider site visits continue on schedule

Committee Chair update

Claire Sinay discussed she had met with the Part A Quality Management team to review items discussed at the December Standards Committee meeting related to the Quality Management Plan.

Kenneth Leighton-Boster provided an overview of the discussion and distributed a summary document that described the relationship between the Standards Committee and the Quality Management program, how providers will be monitored and what information is appropriate to share with the Standards Committee, and the Plan's implementation activities and timeframe.

Kenneth expressed his appreciation to the committee for their work, and thanked Claire Sinay for her time meeting with the QM team.

Standards of Care review

Outpatient Ambulatory Medical Care

Claire Sinay reviewed the changes made at the previous meeting.

Discussion points and revisions:

- On page five, there was a reference to the current Medicaid guidelines. Claire provided sections of the Acute Care Guidelines related to a client's ability to receive timely access to services. Claire questioned whether a Medicaid guideline was appropriate to reference
- How after-hours care and acute care policies should be addressed
- How would a site review of the health outcomes account for clients that just initiated service - what criteria would be used to establish inclusion in an audit sample
- Can health outcomes detail expectations of services being provided when a client may decline to receive these services (such as a client declining to receive a pap smear)
- Ensuring that health outcomes are "auditable"
- Outcomes percentages should be more reflective of HIVQUAL medians

MOTION: Larry Stähli moved to extend the meeting by five minutes to conclude business. Eric Moore seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

MEETING MINUTES *continued*

Discussion of agenda items for the next meeting

In addition to the recurring agenda items, the committee determined the following:

Agenda Items

Outpatient Ambulatory Medical Care

Continue review of other standards of care

Review Standards Committee 3-year plan

Action Items to be completed by the next meeting

Task	Assigned To

Current events summaries

Debby Elliott discussed that Care Directions received a certification renewal. Additionally, a process had been developed for undocumented clients to use alternative documentation for ADAP enrollment. However, ADAP has since decided that the process will not be able to be used. Other options are being explored.

Deborah Frusciano discussed that the Kids Care medical program enrollment has been capped. Additionally, if a client falls out of enrollment for any reason, they will not be able to re-enroll in the program.

Eric Moore discussed that the McDowell Clinic is fully integrated with the Part A eligibility system. Additionally, the McDowell Clinic will transition to electronic medical records beginning on February 18th. The clinic will have limited clinic hours during the transition. Finally, the celebration of the 20th anniversary of the McDowell Clinic has moved to Friday, February 12th.

Kenneth Leighton-Boster discussed that electronic medical records may pose some challenges when conducting site visits. The Quality Management team is researching how reviews will be conducted for providers that utilize electronic records.

Call to the public

No comments were voiced.

Adjourn

The meeting adjourned at approximately 11:10 am.